

STATE ARMORY BOARD
July 7, 2021

Meeting of the State Armory Board (SAB) convened at 10 o'clock, Wednesday morning, July 7, 2021, in the Adjutant General's Conference Room, located on the second floor of Building One, Indiana Joint Forces Headquarters at Stout Field, 2002 South Holt Road, Indianapolis, Indiana 46241, in compliance with Center for Disease Control (CDC) meeting guidelines; pursuant to notices given to all concerned.

MEMBERS PRESENT:

MG (Ret) R. Martin Umbarger—President
BG (Ret) Ronald W. Henry—Vice-President
COL (Ret) Marjorie K. Courtney—Member
MSG (Ret) Donivan J. Mahuron—Member

OTHERS PRESENT:

Mr. Scott R. Collins—Director, State Operations
COL (Ret) John Silva—Controller
Mrs. Mary Carrico—Director, State Purchasing and Contracting Office
Mr. Jason Thompson—General Counsel, Adjutant General's Office
Mr. James Mahern—Director, State Facilities Office
COL Steve Hines—Construction Facilities Management Officer
LTC Adam Tscherne—Commander, Solutions Group
SSG Aaron Zwissler—Ceremonial Unit Operations NCO
MG (IGR) Bruce Bowers—Commanding Officer—Indiana Guard Reserve
COL (IGR) Andrew Fitzgerald—Chief of Staff—Indiana Guard Reserve
SGM (IGR) Charles Brown II—Administrative Liaison—Indiana Guard Reserve
LTC Stephen Spencer—Commander—Muscatatuck Urban Training Center
CPT Krystle Parkins—OCS Course Manager—138th Regional Training Institute
Ms. Mary Barbee—Business Administrator IV, Controller's Office—Recorder
Ms. Alexis Cozzarelli—Administrative Assistant II, Director of State Operations Office—Co-Recorder

THOSE ABSENT:

BG R. Dales Lyles—the Adjutant General (TAG)—Secretary-Treasurer
COL (Ret) Timothy R. Warrick—Member
BG Timothy Winslow—Director, Joint Staff
LTC Elizabeth Murphy—Staff Judge Advocate
Mrs. Stephanie Brossman—Field Auditor

MINUTES OF LAST MEETING: Motion to approve the Minutes of the March 31, 2021 Meeting was made by Colonel Courtney, seconded by General Henry, and carried.

4. TREASURER'S REPORT:

Colonel Silva presented the Treasurer's Report: he explained the Indiana State Board of Accounts were performing an audit of the State armory Board's accounts on August 15, 2021; as of today's meeting, they have asked for banking records and official documents. Colonel Silva stated he would inform the Board of the result of the audit when he receives them.

The Board's balance with Old National Bank, as of June 28, 2021 is \$2,456,220.11—Accounts Receivable are \$533.13; there have been no changes to the Board's investments, and they are all valid complying with the timeline of twelve (12) to eighteen (18) month investment period.

The Ceremonial Unit entered Fiscal Year 2021 with a budget of \$134,916.02 During the course of the year, their expenses were \$78,367.73 The remaining \$56,548.29 have been returned to the Board. The Fiscal Year 2022 budget request will be provided at today's meeting.

The request for \$6,000 of Armory Board funds to be used to secure various documents for the Hamilton County Armory saw a return of \$4,870.00, as only \$1,130.00 were required to purchase the needed documents.

The Indiana Guard Reserve saw a Fiscal Year 2021 budget of \$72,000.00—they had expenses in the amount of \$20,076.40; returning \$51,923.60 to the Board. A request for approval of the IGR's Fiscal Year 2022 budget will be presented later in today's meeting.

During the course of Fiscal Year 2021, Knightstown saw an increase of \$9,106.99 as a result of monies brought in from building leases as well as campground rental—their beginning balance for Fiscal Year 2022 is \$73,100.00

The Muscatatuck Urban Training Center (MUTC) will present a brief detailing how they anticipate using their funds of \$60,301.94 during Fiscal Year 2022.

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Colonel Silva informed the Board, it was the intention of the U.S. Property and Fiscal Officer (USPFO) of Indiana to investigate alternative ways to secure the \$230,000 needed to fund the upgrades to the North Vernon Steam Plant. Mr. Jason Thompson echoed Colonel Silva by agreeing there are investigations underway to fund this project without the use of State Armory Board Funds.

A reimbursement of \$18,033.00 was received from the Treasure of State Office to replenish funds which were used for the purchase of meals needed during CoVid-19 State Active Duty missions.

Receipts totaling \$33,662.00 had been received from Gunn's Farm in Knightstown, and Beck's Farm in Hamilton County, Indiana.

Colonel Courtney asked what the ten thousand dollar (\$10,000.00) line item for Project Hero entailed, and if there had been any usage of those funds. Mr. Thompson indicated that money was set aside for an initiative from MG Courtney Carr as a rehabilitation program for wounded warriors to participate in bicycle outings.

General Umbarger addressed the allocation of funds set aside for the Soldier's Memorial, stating Indiana is a state which does not have a memorial dedicated to the Global War on Terrorism. He discussed how Indiana, specifically, Indianapolis, is dedicated to war memorials, passed only by Washington, D.C.; therefore, the funds for the Soldier's Memorial should continue to be listed on the Balance Sheet.

Colonel Silva turned the Board's attention to their Special Programs Account Balance Sheet, indicating the balance on that account is \$150,242.54 Accounts Receivable from Ivy Tech and students at the Cyber Academy total \$32,259.00

Colonel Silva reminded the Board the reasoning behind the name designation "Special Programs," is because the account will not only receive funds from the Cyber Academy; but, it will also house "Administrative Fees" from various government agencies, corporations, and/or individuals who utilize property owned by the State Armory Board.

Mr. Thompson explained to the Board under new direction approved by General Lyles, the State Armory Board would be

taking a ten percent (10%) fee for actions involving State Armory Board funds.

Motion to approve the Treasurer's Report was made by Sergeant Mahuron, seconded by Colonel Courtney, and carried.

5. MRS. MARY CARRICO WILL PROVIDE A STATE PURCHASING AND CONTRACTING UPDATE.

Mrs. Carrico informed the Board \$315,300.00 had been awarded for the roof replacement at the Madison Armory. She indicated the cost for the roof was a fifty-fifty (50-50) split of funds between the federal government and the state of Indiana. She stated there would be larger projects for signature at the next Board meeting.

Mrs. Carrico informed the Board the Midwest Pipeline was finalized during the week of June 28th with receipt of the project's surety bond. She indicated Purdue University will also request to be a part of the pipeline, paying for their use.

6. LIEUTENANT COLONEL ADAM TSCHERNE WILL PROVIDE THE BOARD WITH AN UPDATE OF THE CYBER ACADEMY.

Lieutenant Colonel Tscherne informed the Board there were thirty-one (31) students enrolled in Cohort-4; of those students, eighteen (18) are interested in living in dormitory housing, and nine (9) students are members of the Indiana National Guard.

He indicated there was a problem with attrition during the last Cohort, he has assured the Board a representative from his office would be making a weekly trip to the Cyber Academy to discuss status of funds with students who fall behind on their rent payments.

Lieutenant Colonel Tscherne stated he would be speaking with Ivy Tech concerning Cohort 5 and possibility of more students residing in dormitory housing.

7. MR. JAMES MAHERN WILL PRESENT A FACILITIES UPDATE; EMPHASIZING THE SHELBYVILLE EASEMENT AND POTENTIAL PROJECT FEES.

Mr. Mahern briefed the Board concerning the watermain extension from the Indiana American Water utility company at the Shelbyville armory. He stated the project is approximately ten (10) feet wide, and 2,200 feet in length, along the armory's frontage. For the project to fully get underway, all land owners in the area must agree with the easement. In the absence of signatures to progress, Mr. Mahern asked for approval, in concept, of the legal description concerning the easement.

He indicated cost for the easement would be approximately \$800,000.00—he informed the Board their funds would not be used for this project; however, there may be fees, in the future of the project, which might require the use of Armory Board funds. He indicated Colonel Silva was working with the State Budget Agency to find ways to utilize state funding.

Colonel Hines suggested to the Board to keep in mind, the easement was separate from the twelve (12) million (\$12,000,000.00) addition/alteration/renovation of the Shelbyville armory

Colonel Courtney made a motion to authorize the easement in principle, pending legal language, and the authorization to have the document(s) forwarded upon receipt from the other concerned land owners.

Motion seconded by General Henry, and carried.

8. COLONEL FELICIA BROKAW AND/OR STAFF SERGEANT AARON ZWISSLER WILL APPROACH THE BOARD WITH A REQUEST TO PURCHASE HORSES FOR THE CEREMONIAL AND FUTURE EQUINE PLANS.

Staff Sergeant Zwissler explained the Ceremonial Unit's plan to utilize a retirement plan for their horses. He recommended horses be retired after ten (10) years' service with the Unit. He stated this plan would be beneficial as horses age quicker than humans, and the large draft horses age faster than the smaller horses they use for the Caparison and Outrider positions of their funeral detail.

He proposed continuing to purchase the Percheron horses in teams as they would be close in age, and have an established bond. He further stated the Ceremonial Unit has been without a

"back up" team since 2011; it is the hope of the Unit to once again have three (3) teams able to perform caisson duty. He proposed an increase to the Unit's budget in the amount of \$30,000.00 for the purchase of horses.

9. COLONEL FELICIA BROKAW AND OR STAFF SERGEANT AARON ZWISSLER WILL PRESENT THE 2022 BUDGET FOR THE INDIANA CEREMONIAL UNIT.

Staff Sergeant Zwissler presented the Fiscal Year Budget to the Board. His request consisted of \$11,000.00 for training and equipment (to include uniforms). \$8,000.00 was requested for cellular service. \$126,300.00 for maintenance, repairs, and, equine care. He requested \$7,000.00 for travel expenses. Total amount requested for Fiscal Year 2022 for the Ceremonial Unit was \$152,300.00

Staff Sergeant Zwissler mentioned to the Board \$15,000.00 of their maintenance request would be used to replace the current trailer used to transport the caisson with an aluminum trailer. He stated wait time for a new trailer is eight (8) months, and due to the shortage of trailer, a used trailer will cost as much as a new one. A portion of maintenance funds will also be used to purchase brakes for their tack trailer.

Sergeant Mahuron asked what the determination was with regard to the death of Roc; Sergeant Zwissler stated cause of death was age, as Roc was twenty-six (26) years old.

Motion to approve \$152,300.00 for the Ceremonial Unit's fiscal year 2022 budget was made by Sergeant Mahuron, seconded by General Henry, and carried.

10. MAJOR GENERAL (IGR) BRUCE BOWERS WILL PRESENT THE 2022 BUDGET FOR THE INDIANA GUARD RESERVE (IGR).

General Bowers approached the Board with a brief of the IGR's activities during Fiscal Year 2021. He stated the pandemic had a devastating effect on the Guard Reserve indicating they have had a reduction in force because of inactivity due to CoVid-19.

Colonel Andrew Fitzgerald interjected the loss of the IGR, strength-wise was around 40%. He stated he would like to start a recruiting and retention committee to increase their numbers; hopefully getting the strength of the IGR to one thousand (1,000) members. He feels this number can be achieved through ways to

entice younger generations to join the IGR. He went on to state IGR leadership is considering having all their training take place at Camp Atterbury in an effort to ensure all members of the Guard Reserve are fully trained in their respective military skills. He emphasized training on the running of weapons qualification ranges, stating 40% of Guard Reserve members had prior training in this area.

General Bowers redirected the Board's attention to the Fiscal Year 2022 budget. He proposed a budget of \$71,130.00; a three percent (3%) decrease from last year. For General and Administrative Expenses, requested amount equals \$52,605.00 Sales and Marketing Expenses are anticipated to total \$500.00 Fiscal Year 2022 Travel Expenses are estimated to total \$8,500.00

Sergeant Major Charles Brown II is the new full-time support for the Indiana Guard Reserve, having retired from the California National Guard's Active Guard Reserve. His responsibilities include submitting requests for purchases and payments to IGR higher headquarters: 81st Troop Command.

General Henry made the motion to approve the Fiscal Year 2022 Indiana Guard Reserve Budget, seconded by Sergeant Mahuron, and carried.

11. LIEUTENANT COLONEL STEPHEN SPENCER WILL PRESENT THE 2022 BUDGET FOR THE MUSCATATUCK URBAN TRAINING CENTER (MUTC) .

Lieutenant Colonel Spencer presented his Fiscal Year 2022 Budget, requesting a total of \$14,640.00 He stated five thousand dollars (\$5,000.00) would be required for the Muscatatuck Urban Training Center's (MUTC) Community Day events. Community Day occurs every two years and is a way of reaching out and allowing the community of Butlerville, Indiana connect with MUTC. Four thousand four hundred dollars (\$4,400.00) are needed to continue the upgrades to MUTC's internet service. The remaining \$5,240.00 of his request would be for advertising, and gift shop items. Lieutenant Colonel Spencer stated proceeds from gift shop items go back to their overall dollar amount as profit, as do the monies they receive from the MUTC Laundry Service.

He then provided the Board with a short brief on the status of training at MUTC, mentioning there are several Army and Navy units who conduct training, as well as private corporations. He stated the number of units and organizations who utilize drone/unmanned systems has increased, as well as those who conduct

subterranean training. Lieutenant Colonel Spencer stated much of the training can be completed during a three (3) or four (4) day exercise as opposed to the two (2) week's training of the past.

Motion to approve the Muscatatuck Urban Training Center (MUTC) budget was made by General Henry, seconded by Colonel Courtney, and carried.

12. CAPTAIN KRYSTLE PARKINS WILL APPROACH THE BOARD REGARDING THE PURCHASE OF A PISTOL FOR THE OFFICER CANDIDATE SCHOOL (OCS) HONOR GRADUATE TO BE PRESENTED ON AUGUST 15, 2021 AT CAMP ATTERBURY.

Captain Krystle Parkins, Officer Candidate School (OCS) Course Manager of the 138th Regiment, Regional Training Institute, located at Camp Atterbury, Indiana, approached the Board with a request of \$629.00, to purchase a Sig Sauer P320 Compact pistol as the Honor Graduate Award. The pistol award is a long-standing tradition at the Institute. The pistol will be presented to the Honor Graduate on 15 August 2021. Motion to approve the pistol was made by Sergeant Mahuron, seconded by Colonel Courtney, and carried.

13. MR. JASON THOMPSON WILL DISTRIBUTE THE REVISED EDITION OF INDIANA NATIONAL GUARD REGULATION 210-1 (STATE AND LOCAL ARMORY BOARD MANAGEMENT) FOR REVIEW.

General Umbarger gave the Board a small preview of the brief to be presented by Mr. Jason Thompson. He informed the Board they were not going to vote on approval at today's meeting, rather, they would be receiving an overview to the recently rewritten Indiana National Guard Regulation (INGR) 210-1 (State and Local Armory Board Management).

Mr. Scott R. Collins addressed the Board encouraging them to look at the new document and expect to receive an eMail which will contain fourteen(14) slides. He suggest Board Members keep notes on things which might cause them concern, and those items could be researched and discussed at a later date.

Mr. Jason Thompson approached the Board with his highlights concerning the INGR 210-1. Each 'highlight' corresponded to each chapter of the regulation.

CHAPTER ONE: Introduction - Establishes the purpose of the regulation

CHAPTER TWO: State Armory Board - Describes the membership and makeup of the SAB, legal authorities. It further covers SAB agenda items and the process for putting the on the SAB agenda for consideration.

CHAPTER THREE: Local Armory Management - outlines the composition, duties and management rules regarding Local Amory Boards (LAB). It further covers in-depth guidance on the Armory Rental Process.

CHAPTER FOUR: Local Armory Board Funds - addresses LAB authorized expenditures, accounting and record keeping procedures, as well as the auditing of LAB Funds.

CHAPTER FIVE: Asset Management - addresses the newest addition to the regulation; it will cover acquisition, management, and tracking of tangible personal property and other assets; as well as processes related to damaged, destroyed, stolen, or lost property.

CHAPTER SIX: Building Service Workers - provides general guidance to the management and special requirement of Building Service Workers (BSWs) within the armories. This is a new chapter to the Regulation.

Mr. Thompson advised the Board not to go home and try to read through the entire regulation, rather to concentrate on the fourteen (14) slides and write down any questions they might have.

14. MR. SCOTT COLLINS WILL DISCUSS THE INDIANA NATIONAL GUARD VETERAN AND RETIREE LIAISON REPRESENTATIVE POSITION.

Mr. Scott R. Collins briefed the Board concerning the Indiana National Guard Veteran and Retiree Liaison Representative. He stated the position had been suggested by General Lyles after many concerns were expressed about the lack of information getting to former members of the Indiana National Guard. He stated the person who assumes the position will be a State of Indiana employee and will work closely with the National Guard Association of Indiana (NGAI).

He directed the Board to complete a State Armory Board Website Biography survey to provided relevant information concerning their

careers up to the time they were appointed to the Board. Mr. Collins explained the information gathered from the survey would become part of the State Armory Board's tab to the consolidated Indiana National Guard website.

15. PUBLIC COMMENTS:

No visitors were present at the meeting.

16. REMARKS FROM THE ADJUTANT GENERAL:

On behalf of the Adjutant General of Indiana, Colonel Steven Hines, Construction and Facilities Management Officer briefed the Board on the status of the Indiana National Guard.

Colonel Hines stated the 38th Infantry Division participated in a Warfighter Exercise at Camp Atterbury; he indicated the 2022 Warfighter will be larger than this one. He also stated there would be a rotation of Indiana Guardsmen participating at the Joint Readiness Training Center (JRTC) at Fork Polk, Louisiana in August.

CoVid-19 missions/personnel have been reduced; however, there might be an increase in the fall, depending upon the direction the virus takes.

He stated the Hamilton County Property Project in Atlanta, Indiana is coming along well with fifteen percent (15%) of the design process having been completed. He stated Reynolds Farm Equipment recently hosted a Town Hall Meeting for the neighbors of the future armory to discuss their concerns.

17. DATE/TIME OF THE NEXT MEETING:

There being no further business to conduct, motion was made by General Henry to adjourn the July 7th meeting of the State Armory Board. Motion was seconded by Colonel Courtney and carried at 12:27 P.M.

General Umbarger informed the Board the past 'dress code' of suit/sport-coat and tie were no longer a requirement for attendance at a Board Meeting. He stated more casual/sporty attire could be worn: Polos and Chinos are acceptable in the 21st Century Board Meeting arena. Members' only 'restriction' is that the shirt have a collar. Sweaters are permissible during cooler months

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The next state Armory Board Meeting will take place on Tuesday, September 2, 2021, at 10 o'clock at the Kessler National Guard Armory, located at 2625 North Kessler Boulevard in Indianapolis, Indiana 46222.

Signature on permanent file copy

MG (RET) R. MARTIN UMBARGER, PRESIDENT

Signature on permanent file copy

BG R. DALE LYLES, THE ADJUTANT GENERAL
SECRETARY-TREASURER